



Neighborhood and Community Engagement Commission
Tuesday, May 28, 2013 DRAFT Meeting Minutes
Minneapolis Central Library – Doty Board Room

NCEC member attendees: Doron Clark, Ishmael Israel, Henry Jimenez, Gregg Massey, Denis Houle, Marcea Mariani, Kenya McKnight, Carol Pass, Saciido Shaie, Jeff Strand and Tessa Wetjen.

NCEC members excused: Jeffrey Martin.

NCEC members absent: Latrell Beamon, and Ali Warsame.

Commission staff: Howard Blin and Cheyenne Erickson.

Agenda Item

Content

1.Introduction

(Action)

Motion: Clark moved to accept the agenda, Strand seconds the motion, all approved. A Commissioner questioned the Staff Report and whether it should be moved lower on the agenda. Discussion. Another Commissioner explained that the NCR Staff Report provides a summary of background and action items desired for the Commission meeting.

2. Executive Committee Reports

(Informational and Action)

Chair Report:

- On May 6th the Committee of the Whole met to discuss the Blueprint for Equity and the relationship between the Commission, the NCR Department and City Council. There were six commissioners and three NCR staff members present as well as a consultant for the NCR Department. The notes from the meeting can be found in your packet.
- Commissioner Mariani moved that all meetings minutes be prepared up-to-date and provide more details. Commissioner Pass seconded. Discussion. Commissioner Pass and Commissioner McKnight spoke to the question.
- NCR Department staff offered to audio record the NEC Committee of the Whole meetings if that is desired by the NCEC.
- Commissioner Mariani suggested that all meetings of the NCEC should have full documentation in the hands of commissioners within 48 hours. No second. It was noted that the NCEC bylaws already require meeting minutes as well as minutes from

subcommittees. No vote was taken as a result.

Comments:

- Are there going to be updates on what the next steps are with the Blueprint for Equity.
 - There will be another meeting because there needs to be more discussion.
- Minutes from the Committee of the Whole meetings should be sent out in a timely fashion, they should also be more detailed and capture more of the conversation.
- The Committee of the Whole Meeting was open for everyone to attend and it will not be the only meeting regarding the Blueprint for Equity and more clarity and timeline for the work was discussed as needed to happen.
- Commissioner Strand posted the Seattle report "Racial Equality in Seattle," Race and Social Justice Initiative Three-Year Plan 2012-2014 that was discussed at Committee of the Whole meeting to Google Groups. It was noted the Seattle and Portland reports from other jurisdictions, were referenced but not provided to Commissioners by the NCR. Members had to go out and find those documents online.

A. Secretary Report:

A. Motion: Commissioner Strand moved to accept the March Minutes with one correction concerning the meeting location, Commissioner Clark seconds the motion, all approved.

B. Attendance Report: Strand reported on today's attendance; Commissioner Martin is excused, Commissioner Clark can only attend until 5:30p.m. and Commissioner Houle can only attend until 6:15p.m., no other absences are excused. The Bylaws require an annual report of the NCEC and must be prepared in June, Commissioner Strand will look for help with the report from the other commissioners. Commissioners Wetjen, Clark, Massey, Pass and Strand will help write the annual report.

**3. City
Department
Engagement
Task Force**
(Informational)

Summary:

At the April meeting Commissioner Clark requested an update the status of the recommendations of the Task Force.

In June 2012 the NCEC's City Department Engagement Task Force presented recommendations on improvements to the community engagement practices of City Departments. A copy of the report of the Task Force is attached. These recommendations were developed after an 18-month process in which the Task Force met with representatives of City Departments to determine current engagement practices used by the departments.

The recommendations focused on resident notification methods for City activities, training of City staff in engagement techniques, and ongoing evaluation of engagement practices. Implementation of the recommendations to date has focused on the recommendations on notification. NCR staff has had discussions with the CPED and Public Works Departments on improvements to notification procedures. It is anticipated that a report on the results of these discussions will be provided to the NCEC in the near future. There have also been early discussions with departments about additional training for City staff in engagement techniques. Various approaches to training in engagement will be the subject of further discussions in the coming months. Staff said that NCR needs to pick up the pace a little bit on this matter.

Comments:

- Does this task force involve members of the NCEC?
 - Yes, it was created by the NCEC and a report was given. A Commissioner noted the task force completed its work, presented its report that was adopted by the NCEC in June 2012, and the task force was discharged.
- This report is helpful, are you still open to feedback?
 - Yes, this is an ongoing process and feedback can be given at anytime. We are

focusing primarily on the notification process right now.

- It is important to know whom you are sending out the notifications to. They primarily go to homeowners.
- NCR staff will send out the report again to the full commission.
- Commissioner Strand posted the City Department Engagement Task Force report link to the NCEC Google Groups.

4. Community Innovation Fund (Action)

Summary:

In 2008 the City issued the Framework for the Future report of the NRP Work Group. This report included recommendations for neighborhood programs after the Neighborhood Revitalization Program ended. Among the recommendations of the report was the creation of a Community Innovation Fund, which is described in the report as follows:

The Community Innovation Fund:

Grant Funding to Encourage Innovations for City-Identified Priorities A Community Innovation Fund will be established as a companion fund to the Neighborhood Investment Fund. The innovation fund will provide grants to officially designated neighborhood organizations to seek out innovative and locally relevant approaches to City-identified goals or problems.

- The City Council and Mayor will set priorities for this fund on a biannual basis. The Neighborhood and Community Advisory Board will then work with the Council and Mayor to ensure that the design of grants is accessible and relevant to localized programming.
- Guidelines for these grants should place a high priority on proposals that reflect collaboration between two or more neighborhood organizations or between neighborhood organizations and other community-based organizations.
- The Advisory Board will review proposals and recommend grant awards to the City Council and

Mayor.

NCR staff is recommending that the fund be initiated in 2014. The NCEC is asked to develop the objectives and funding guidelines for the program. The NCEC Executive Committee has suggested the Committee of the Whole work on developing the program in the coming months. NCR has estimated this program to be funded at \$300,000 annually.

The requested action for the Commission at the May 28th meeting is to refer the Community Innovation Fund to the Committee of the Whole.

Motion: Commissioner Strand moves that the policy and programming development recommendations for the Community Innovation Fund ("CIF" or to be renamed) to be referred the NCEC Committee of the Whole. Commissioner Pass seconds the motion. Commissioner Strand stated three reasons why he is recommending this matter be referred to the NCEC CoW. It was asked if referral to the One Minneapolis Fund Task Force would be a friendly amendment. The maker of the motion indicated it would not. Commissioner Mariani spoke in favor of the motion. McKnight abstains. Motion Carries.

Comments:

- The existing CoW Charge is responsible for the CPP, NIF and CIF programs.
- It seems that the One Minneapolis Fund Task Force would be a more natural fit for this program.
- The Committee of the Whole might be a better place for commissioners to feel like they can participate, being that it is a large working group and that it was already accounted for in the Committee of the Whole Charge.
- It would make sense for this discussion to take place in the Committee of the Whole since the funding for this program will come from the TIF districts. The One Minneapolis Fund came from the City's general fund.

- If this goes to the Committee of the Whole will it be on the next agenda?
 - No, the next Committee of the Whole agenda is scheduled to discuss the Blueprint for Equity. It may take place at the following Committee of the Whole Meeting or to be determined as time permits on the agenda.
- Typically the Committee of the Whole meetings have been held on the 2nd Wednesday of the Month.

5. NRP Policy Board Report (Action)

Summary:

The NRP Policy Board meeting on May 21st approved the Preparation and Processing of Neighborhood Priority Plans Policy and Changing Approved Neighborhood Plans. These documents were sent out for a 45-day review period and two comments were received from neighborhood organizations. Staff responded to those who commented on how their input was received.

The action requested tonight is to extend the terms of the four NCEC Policy Board members be extended to July 31, 2013. The reason for this proposed action is because the NRP Policy Board meeting in July 2013 would occur before the July 2013 NCEC meeting at which time new members will be seated and the four neighborhood representatives chosen.

Motion: Commissioner Wetjen moves to extend the terms of the four NCEC Policy Board Members to July 31, 2013. Commissioner McKnight seconds the motion. Massey abstains. Motion carries.

Comments:

- Extending terms of members to the Policy Board will come up every year. This should be taken up at a Committee of the Whole meeting and terms officially extended to July every year.
- NCEC has been inserted in the process for reviewing the Neighborhood Priority Plans. Some neighborhoods made it clear that they were uncomfortable of the power that NCR has in reviewing and approving the Neighborhood Priority Plans. Some neighborhoods wanted to

make sure that other departments have the same amount of review and approval authority over the plans.

- The NCR department will work with the Executive Committee to get a communication out to neighborhoods regarding the actions of the NRP Policy Board.
- The NRP Policy Board is a separate body from NCEC. Can the NCR department share when the actions of the NRP Policy Board will be forwarded to the City Council for final approval?
- Commissioner Mariani requested that NRP Policy Board updates be sent out to the neighborhood organizations by a Commissioner.

6. NCR Report (Informational)

Summary:

- The NCEC Elections will be held on June 13th at 6:00 PM at the Eastside Neighborhoods Services. Applications were received for candidates in each district.
- NCR received Neighborhood Priority Plans from Kenny and East Isles neighborhoods. Both of these plans include strategies that were included in their NRP Phase II plans and because of that, they will be referred for administrative review only because their plans were already adopted.
- The Neighborhoods, USA conference ended last Saturday. Many NCEC commissioners were there. Thank you to Commissioner Israel for giving a speech during one of the lunches along with former NCEC member Breanne Rothstein. Workshops were well attended and 35 Minneapolis neighborhoods were represented at the conference. There were 12 mobile tours in which neighborhoods were involved. There will be a full report next month by NCR Director Rubedor.

Comments:

- Commissioners requested follow up on the work of the Boards and Commissions Diversity Task Force and the One Minneapolis Fund.
- There seems to be a gap in who's applying for the NCEC. The applicants that are applying are not connected to neighborhood organizations.

- Today the NCEC was included on an email that went out to neighborhoods. It is really helpful to help make the connections in the neighborhoods when we get the same information they do.
- Neighborhoods in NCEC District 6 are planning to convene a One Minneapolis mayoral forum. It is not connected with the City or the One Minneapolis fund. The forum will be held on June 6th.
- A Commissioner commented that District Commissioners need to increase their outreach.

7. Task Force Reports
(Informational and Discussion)

Policies and Procedures Task Force: The next meeting will be held on May 29th at 5:30p.m. at the NCR Department. There is also a call in option. Members are Israel, Strand, Clark, Pass.

8. New Business
(Informational and Discussion)

A Commissioner asked about the Minneapolis Park and Recreation Board appointments process for its NCEC seat, for the benefit of residents in the viewing public. Staff said that they have not received any applications to the NCEC through the Park Board Process. There have been about 10 applications received through the City's appointment process.

Tonight is Commissioner Massey's last meeting.

Adjourn

Motion: Commissioner McKnight moved to adjourn. Commissioner Shaie seconded the motion. Motion carried. The meeting was adjourned at 7:03p.m.